

OSDiscussions...

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This Issue.....

Enhanced Comm-PASS Update.....	1
News from Public Safety/Law Enforcement PMT.....	2
Facilities PMT News Briefs.....	2
The Office Team Continues to Lead the Charge to Stretch the Dollar.....	2
Another great use of our Laboratory Contracts.....	2
What Does the Future Hold for IT Hardware Contracts.....	3
Another great use of our Laboratory Contracts Cont.....	3
VRSPMT News Briefs.....	3
Professional Services Training-PMT Briefs.....	3
News from AMP.....	4
Vendor Change for Statewide Gasoline Contract EN004.....	4
Medicine & Medical Services PMT Briefs.....	4
Virtual Law Office & Executive Counsel Professional Development Group.....	5
STAR 2004--There is a Free Launch.....	5
Professional Services Update.....	5
Cities "Drive Down" Greenhouse Gas Emissions.....	6
The End of the World?.....	6
New Solicitation Notification.....	6
Recent OSD Updates.....	7
What Does the Future Hold for IT Hardware Contracts Cont.....	7
News from Public Safety/Law Enforcement PMT Cont.....	7
Office Team Continues to Lead the Charge to Stretch the Dollar.....	7
Goodbye & Hello From OSD.....	7

Enhanced Comm-PASS Update

In the previous issue, we let you know that the project team, with assistance from representatives of eight different agencies, had completed confirmation of the new system's technical specifications. Configuration based on those specifications is now nearing completion. The goal is to ensure Enhanced Comm-PASS supports Commonwealth procurement processes across the broadest range of public purchasing entities. When configuration is complete, the project team will enter the first of three testing phases scheduled for March.



Advisory Committee

On February 4, project sponsors from OSD and BearingPoint met with members of the Advisory Committee who represent all eligible public entities including executive agencies, authorities, municipalities, public consortiums, and institutions of higher education, as well as a cross-section of state vendors. Topics discussed at the inaugural meeting included:

- opportunities to participate in a pilot phase between May and June
- free access for all eligible purchasing entities
- outside sections to bring existing legislation in-line with new functionality
- collaboration among purchasers through community bulletin board capability
- compliance with multiple procurement regulations
- expanded and refined commodity and service categories and sub-categories
- streamlined procurement processes through data sharing

Members provided critical feedback and guidance in an effort to promote system adoption among all eligible public purchasers and their interested bidders. For a listing of Advisory Committee members, visit the OSD portal at <http://www.mass.gov/osd>.

Marketing & Outreach

A comprehensive Marketing and Outreach Initiative is underway to prepare both the buyer and vendor communities for the system release this summer. This initiative will focus on the value added benefits including improved data access through enhanced search functionality and greater procurement efficiency through new solicitation and contract management capabilities.

As we approach the **July 1st** cutover milestone, look forward to receiving updates on enhanced procurement tools and services. Also, come and view the first public demonstrations of the Enhanced Comm-PASS system at STAR 2004 on April 27 and 28. Go to <http://www.mass.gov/star> and register for the expo and the education sessions offered each day.

Interested bidders are reminded that subscribers to the current Solicitation Notification Service activated before June 30, 2004 will be automatically upgraded to full functionality in the new system at no additional charge for the remainder of their original subscription term. Subscribe through the SNS link at the OSD portal listed above.

Development Status

Configuration based on the system's technical specifications is on track and nearing completion. The goal is to ensure that Enhanced Comm-PASS supports the Commonwealth's procurement processes across the broadest range of public purchasing entities.

The Enhanced Comm-PASS Project is lead by Ellen Phillips, Deputy Purchasing Agent (ellen.phillips@osd.state.ma.us). The project manager is Joan Matsumoto, Director of eProcurement Systems (joan.matsumoto@osd.state.ma.us).

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under News And
Updates

OSDiscussions/Winter 2004

News from Public Safety/ Law Enforcement PMT -

Betty Fernandez

Weapons, Ammunitions and Accessories (LAW02) - Body Armor Vest (LAW03): The Law Enforcement Procurement Management Team (PMT) has RENEWED the **Weapons, Ammunitions and Accessories (LAW02)** contract with six contractors. The renewal of this contract is effective for six months from February 1, 2004 to August 1, 2004 with no options to renew remaining.

OSD Update 02-26B with the list of contractors, pricing and general information can be obtained on the Comm-PASS (www.comm-pass.com) web site.

Body Armor Vest (LAW03): The Law Enforcement PMT has renewed the **Body Armor Vest (LAW03)** with six contractors. The renewal of this contract is effective for six months from January 5, 2004 to July 5, 2004 with no options to renew remaining. **OSD Update 02-22B** with the list of contractors, pricing and general information can be obtained on the Comm-PASS (www.comm-pass.com) web site.

These contracts have been renewed on an interim basis and the Law Enforcement PMT will begin working on the development of a new Request for Response (RFR) to replace the LAW02 and LAW03 contracts. Any law enforcement entities wishing to get

(Continued on page 7)

Facilities PMT News Briefs

The Facilities PMT wishes everyone a Happy New Year. We have several projects in process and welcome new members to join our group at anytime. The PMT meets on the second Thursday or each month for 2 hours (10:00 AM - noon) and subgroups meet separately as needed to work on specific projects.

New/Upcoming Contracts: The PMT will be awarding a new RFR for **Building Materials & Supplies (FAC27)**. The current contract (FAC02) has been extended as an interim contract through March 1, 2004 and the new contract should be in place by this time. The PMT will be posting a new RFR for **Environmental Testing Services (FAC30)** in February, the current contract (ST8H141) expires on April 15, 2004. The PMT plans to award the new contracts to begin by this time. The PMT worked with the State of CT to be added to their contract for **Power Savers for various equipment**, including vending machines, copiers, etc. The information for this contract is posted on Comm-PASS under **FAC38**.

Work in progress: The PMT is currently working on a new RFR for **Farm, Lawn, Garden and Outdoor Application products (FAC24)** which will replace the existing contract FAC19. Suggestions or sub-group members are welcome at any time.

Open RFRs: The **Tradespersons Repair and Maintenance Contract (FAC29)** has been re-opened for specific services/areas which lacked coverage. Contract users who have vendors they would like to be added may have them respond to the RFR if they offer any of the services which are open. The RFR is posted on www.Comm-PASS.com under **FAC29A**. The **Plastic Lumber** contract has also been re-opened as **FAC20C** for Playground Equipment only.

If you have questions on any of these contracts or suggestions for future Statewide contracts, please contact Kristal Doherty, Procurement Team Leader at kristal.doherty@osd.state.ma.us or Michelle Bessler, Deputy PTL michelle.bessler@osd.state.ma.us.

The Office Team Continues to Lead the Charge to Stretch the Dollar - Bob Guerard

The Office Teams has worked endlessly throughout the bone chilling winter months attempting to create new contracts that are innovative and aggressively priced for all eligible entities to use. The landscape is changing everyday and the Office Team is attempting to stay on the cutting edge of the market place in many contract areas.

Future Contracts

OFF16 - Photocopiers, Printers, Facsimile/Multifunctional Equipment, Supplies and Services: This particular Procurement Management Team (PMT) worked and continues to work beyond expectations to create the best possible contract for office equipment not only in Massachusetts but within the Northeast Region. The PMT is confident that the end results will balance aggressive pricing, maintenance support and equipment selections for continued success within the office. When awarded, the contract will replace the current **OFF02** Photocopier contract, **OFF09** Facsimile contract and will eliminate the purchase of laser, led and solid ink printers from the current **ITC03**, **ITC05** & **ITC06** contracts. The goal of the PMT is to have a contract awarded by June, 2004. Watch COMM-Pass where the **RFR OFF16** awards will be posted, MMARS News and future OSDiscussions articles for more details.

OFF19 - Office Supplies, Recycled Paper & Envelopes: The PMT conducted a "PMT Kick-Off" meeting for introductions and strategies on the best way to approach the development of a new contract. The PMT has aggressively scheduled presentations from industry leaders through April, 2004 in

(Continued on Page 7)

Another great use of our Laboratory Contracts

- Peter Sasso

During the past few months the Hospital Supplies and Equipment PMT has been working with a grant sponsored by the Department of Environmental Protection to help with toxic use reduction assistance for Massachusetts Schools. The contract is being coordinated by Lynn Rose who is an independent contractor. She is reviewing the Laboratory Supplies and Equipment contract (**HSP13**) that has an educational component with specific opportunities for procurement to schools. This contract supplies school laboratory chemicals and supplies, chemical emergency response equipment and supplies and personal protective equipment, signs and labels. The EPA grant is focused on using the HSP13 Lab contract to offer smaller container sizes for chemicals to schools, selling "just in time" supplies and looking to ban some hazardous chemicals from being sold to the schools as was done previously with our Mercury reduction project. The following OSD contracts are also being reviewed for this grant: **GRO16** for Environmentally Preferable Cleaning Products, **FAC26** for Fluorescent Lamp, Ballast and Computer recycling, **ST9J213A** for Hazardous Material Collection Services and **ST8J181** for Integrated Pest Management. This is a significant way that OSD contracts are supporting this important effort to reduce harmful toxins in our schools.

Safety Supplies and Equipment

Have you ever been in a situation where you are searching for safety supplies and equipment for your agencies and do not know what contract to use? Well search no more.

(Continued on page 3)

What Does the Future Hold for IT Hardware

Contracts? - Gloria D. Harris

Have a need to purchase a stand-alone computer—laptop, desktop? Perhaps you are in the market for a hand-held computer device or even a network server? You will soon be able to get these and other commonly-purchased information technology equipment by using one statewide contract, **ITC16** - Information Technology Hardware, Project Management, Integration, and Maintenance. The only exception to this is printers which will be purchased from **OFF16**. Once awarded, **OFF16** will include photocopiers, printers and facsimile equipment, supplies and services (projected award in June 2004).

Led by IT Software Procurement Team Leader, Marge MacEvitt, the Hardware Procurement Management Team (PMT) is currently working feverishly to develop **ITC16** draft RFR for release in early February 2004. The plan is to have this all-inclusive contract in place by the start of fiscal year 2005. Gloria Harris, the new IT Hardware Procurement Team Leader, will have contract management responsibilities for ITC16.

This procurement is being conducted in phases. **Phase 1** of this procurement, Category 1, is now completed and closed. Category 1, Project Management/Integration allows these awarded vendors to obtain goods and services on behalf of public schools and libraries. Information regarding the awarded vendors for Category 1 is posted on **ITC16's** website @ Comm-PASS.

Phase 2 of the procurement (currently underway) will include purchase, installation, and/or repair/maintenance of
(Continued on Page 7)

Another great use of our Laboratory Contracts

(Continued from page 2)

There is a handy guide created for the purpose of arranging all the safety and evacuation equipment and supplies in one booklet, entitled the Safety and Evacuation Supplies and Equipment Booklet. This booklet was an OSD project to support our Commonwealth agencies who have been requesting safety and evacuation equipment and supplies over the past few years. A copy of the booklet can be downloaded from the OSD Website <http://www.mass.gov/portal/index.jsp?pageID=aghome&agid=osd> and also in Comm-PASS <ftp://ftp.comm-pass.com/Data/011510013.pdf> on the contract files for **HSP13, HSP18 and HSP21**.

If you have any questions or comments on this booklet and/or any of the above mentioned contracts, please contact me at peter.sasso@osd.state.ma.us.

VRSPMT News Briefs - Ronald Whitaker

The Vehicles & Related Services Procurement Management Team (VRSPMT) has been busy during the fall months of FY2004. VRSPMT activities include:

Aluminum Sign, Blanks VEH50: Through the use of an On Line Bidding Event (Reverse Auction) the VRSPMT was able to reduce the cost of Aluminum Sign, Blanks from \$544,890.00 in FY1998 to \$435,392.00 for FY2004. The Cost Savings or Cost Reduction of Expenditures is \$109,498.00 or 20%. The Contract has been awarded to two contractors Whitco Sign and Manufacturing Company Inc. and Vulcan Inc. The contract also includes the Massachusetts Turnpike Authority (MTA).

.....Continue

VRSPMT News BriefsContinued

Boat, Parts and Supplies RFR VEH52: The VRSPMT will schedule meetings again in February 2004. Our efforts are fueled by new regulations, which will govern boating in FY2006. We are looking for Procurement Management Team members to work on the RFR. Please contact the Procurement Team Leader Ronald L. Whitaker if you are interested in participating.

Auto Plate Coiled Aluminum VEH51: The RFR will be posted to the internet during Spring of 2004. The Commonwealth will be using the last free On Line Bidding Event/Reverse Auction available to the Commonwealth from Procuri Inc., the On Line Bidding vendor. The aluminum in this contract will be used to make license plates at the Department of Correction (DOC).

Light Duty Natural (CNG) Vehicles VEH54 (formally VEH38A): An OSD Update which includes FY2004 pricing will be available soon.

Bi-Fueled Vehicles, Gas & CNG & or Propane VEH32: New FY2004 pricing will be included in the new OSD Update. We are pleased to announce that FY2004 pricing for the Bi-Fueled vehicles have not increased.

Street Sweeper VEH (# pending): The development of an RFR will include all size classifications for Street Sweepers. The first PMT meeting has been held and will be a joint venture with the Mass Turnpike Authority. The PMT is looking for Team members to work on the RFR. Please contact the Procurement Team Leader Ronald L. Whitaker if you are interested.

If you are looking for an active role in making a difference in the statewide procurement process, then the VRSPMT is for you. Please contact the Procurement Team Leader, Ronald L. Whitaker at 617-720-3112 or via email at Ron.Whitaker@osd.state.ma.us.
Happy and safe driving!

Professional Services Training - PMT Briefs

- Brian Putnam

E-Learning Contract (PRF14): This new service contract provides Departments with a more effective method of obtaining training, developing training, tracking training and for the dissemination of information to select groups. Information about **PRF14** is contained in OSD Update 04-09 which is located on Comm-PASS www.mass.gov/osd. The contract is loaded on the MSA tables in MMARS as **ST3J503**.

Statewide Training and Organizational Contract (PRF10): The PMT has completed the recent re-opening of the Contract which resulted in the addition of 59 new contractors. Information about the consolidated Contract is contained in OSD Update 98-23J and in a newly developed Contractor Information sheet to be used in conjunction with the Update. Both documents are posted on Comm-PASS. The contract reference number has been changed from ST7J502 to **PRF10**. The PMT believes that the changes made will provide Departments with Contract information in a much more user friendly format. Both documents are posted on Comm-PASS. The Contract is loaded on the MSA tables in MMARS as **ST7J502**.

If any of the readers would like to contact me (PTL Brian Putnam) my direct phone number is (617) 720-3328 and my e-mail is brian.putnam@state.ma.us.

OSDiscussions/Winter 2004

Be sure to check out the next issue of OSDiscussions for continuing updates on the Enhanced Comm-PASS project!

Page **Four**

Looking for a Statewide Contract?

Try the OSD Current Statewide Contracts listing at www.mass.gov/osd & follow the links to the Current Statewide Contract site or

Search Comm-PASS
www.Comm-PASS.com

OSDiscussions/Winter 2004

News from Affirmative Market Program (AMP) -

Monseratte Quinones

The Affirmative Market Program monitors and tracks spending by departments in the executive branch and participating authorities with certified Minority and Women-Owned Businesses (M/WBEs). I am very pleased to note that for fiscal year 2003 in the area of commodities and services there was a 14%

increase compared to the previous fiscal year in total statewide expenditures with M/WBEs. The statewide spending with M/WBEs for FY03 totaled \$371,855,514 dollars. Please join me in congratulating the entire AMP Team made up of coordinators, fiscal and procurement managers, department heads, the business advisory board and the certified vendor community for this great effort in ensuring successful outcomes in the midst of challenging fiscal times.

The AMP is in the process of capturing data on construction and design expenditures for fiscal year 2003 and will report these results in the next edition of M/WBE Talk. The AMP Annual Report for fiscal year 2003 will be available by end of May.

The AMP Business Advisory Board continues moving forward in meeting objectives of initiatives targeted for this fiscal year. One initiative is geared towards assisting coordinators and their departments to maximize benchmark performance. Phase two of this initiative was completed by creating a survey tool for department coordinators to identify challenges to increasing M/WBE participation in state contracting and "best practice" approaches for certified vendors to use when marketing their business to participating departments. Sample questions included, "How can the AMP Business Advisory Board target and assist under-utilized M/WBEs currently on statewide or department contracts to receive a larger share of referrals and business from departments?" and "Please outline the most effective method or approach an M/WBE can follow for marketing their business to AMP Coordinators and state agencies." Responses to this survey will be posted on the AMP website at www.mass.gov/amp. I would encourage both AMP Coordinators and the certified vendor community to review the results of this survey. By studying the results of this survey, all major stakeholders can gain insight into how departments work with M/WBEs and how vendors can develop a strategic marketing approach.

The AMP team is working to meet benchmark targets and commitments for this current fiscal year in all contracting areas including commodities, services, construction and design. The dedicated commitment from the entire AMP community to maintain and facilitate opportunities for minority and women entrepreneurs in the state procurement process remains consistent. Congratulations on another successful fiscal year.

Vendor Change for Statewide Gasoline Contract EN005 Zones 7 & 8 - James Ferri

The States of New York and Connecticut passed legislation banning the use of MTBE effective 01/01/04. They have replaced this oxygenate with ethanol. What is MTBE? MTBE is a commonly used acronym for the chemical compound Methyl Tertiary Butyl Ether, used as a gasoline additive since 1979. Initially, it was added to gasoline as a replacement for tetraethyl lead to increase the octane rating of fuel. As an octane enhancing additive, MTBE is blended into conventional gasoline at concentrations ranging from 3 to 5 percent by volume. More recently, MTBE has also been used as an oxygenate, an additive that increases the oxygen content of gasoline. Oxygenates are added to gasoline to produce more complete fuel combustion, resulting in reductions of carbon monoxide and ozone forming emissions.

MTBE, like other ethers, is hydrophilic; in other words, it has a chemical attraction to water molecules. It is thirty times more soluble in water than other toxic chemicals of gasoline. MTBE does not readily bind to soil particles and resists natural degradation. It is these qualities that cause MTBE to travel easily and quickly into underground water supplies. This is the primary reason other states have decided to ban its use in reformulated gasoline.

Sprague Energy, the vendor for Zones 7 & 8, supplied reformulated gasoline based on supply economics out of Albany, NY and New Haven, CT. Due to the change in gasoline formulation, Sprague would no longer be able to do this and requested an increase in pricing to continue to serve Zones 7 & 8. After review and discussion, OSD conducted a Best and Final Offer with the two vendors on the gasoline contract. Based on the lower pricing presented, Global Montello Group, LLC is the new vendor for zones 7 & 8.

- **Company:** Global Montello Group, LLC
- **Contact:** Ms. Lucia Smith
- **Phone:** (781) 398-4290
- **E-mail:** Lsmith@globalp.com

Contract users of zones 7 & 8, should contact Global as soon as possible to review account requirements. OSD update **02-49B** is available with information on this change and MMARS has been revised to reflect this change in vendor.

For additional information and/or any comments or suggestions, please contact James Ferri, Procurement Team Leader for Energy at 617-720-3168 or via email james.ferri@osd.state.ma.us

Medicine & Medical Services PMT Briefs - Brian Putnam

Contracts in the Medicine and Medical Services area that are being extended: - The Procurement Management Team is currently in the process of seeking extensions for the following contracts which expire on June 30, 2004: Pharmacy Prime Vending (**MED17**) to June 30, 2005; Pharmacy GPO (**MED18**) to June 30, 2005; Referenced Lab Services (**MED22/MSA ST3J251**) to June 30, 2005; Hearing Devices (**MED05**) to June 30, 2007; and **MED06** Prosthetic Devices to June 30, 2007.

If you are interested in becoming a member of the Medicine and Medical Services PMT please contact Brian Putnam, Procurement Team Leader at (617) 720-3328 or via e-mail brian.putnam@state.ma.us.



Virtual Law Office and Executive Counsel Professional Development Group

In December 2003, the
Office of the Governor's
Legal Counsel ("OGLC"), the

Information Technology Division and the Operational Services Division issued a Request for Response ("RFR") pertaining to the first phase of the development of a virtual law office ("VLO"), which would serve the over 700 lawyers who work for the Executive Department of state government. When completed, the VLO will provide a secure, single web-based portal for the purpose of improving the legal services rendered to the Executive Department, providing its lawyers with state of the art legal practice technology and creating a "cyber community" of Executive Department lawyers.

Some of the features of the first phase of the VLO will include:

- a database of Commonwealth Executive Department agency lawyers;
- a site at which lawyers involved in particular practice groups can meet online to discuss a specific topic related to their practice;
- a forms database;
- home pages for each of the various practice groups that Executive Department lawyers will be joining;
- a continuing legal education (CLE) page;
- a page containing electronic legal research tools; and
- an outside counsel site.

The VLO Procurement Management Team is in the process of evaluating the bids that were received in response to this RFR.

In addition, Daniel Winslow, the Governor's Chief Legal Counsel, has recently announced the creation of the Executive Counsel Professional Development Group (ECPDG), which includes attorneys, who have been appointed from across state government to serve as its members, and will be organized into the following Legal Practice Groups:

- Agency Counsel Resources
- Alternate Dispute Resolution and Collaborative Processes
- Construction and Real Estate
- Contracts, State Finance and Procurement
- Education and Health and Human Services
- Environmental Law, Land Use and Planning
- Labor and Employment Law
- Law and Policy: Legislative Drafting and Regulatory Promulgation
- Litigation and Administrative Law
- Professional Ethics
- Public Records / Records Management
- Technology Law

These groups will plan and execute an ongoing series of legal professional development opportunities and will also coordinate the collection and posting on the VLO of links to and/or information about legal resources available to all executive counsel.

STAR 2004 – There is a FREE launch - By Bill Funk

(OSD) and Dea Daneau (DEP)

No it's not a typo since everyone knows there is no free "lunch" but there will be a FREE launch off the Enhanced *Comm-PASS* and *NewMMARS* programs at **STAR 2004**. Attend the most exciting workday you could have, participate in any number of Education Workshops and leave with a wealth of knowledge. FREE!

If "Knowledge is power" than many of the 2,000 Commonwealth employees attending STAR 2004 on April 27 & 28, 2004 at Worcester's Centrum Centre will be infused with high levels of power as a result of this years' exciting STAR event. In addition to Enhanced *Comm-PASS* and *NewMMARS* there are four other Education Workshops to consider: *E-Learning*, *Change Management*, *Procurement overview for cities and towns*, and *Warehouse Reports in NewMMARS*.

Also, consider being part of the "STAR Volunteer Army" by emailing Dea Daneau, the STAR Coordinator of Volunteer Services, at deanne.daneau@state.ma.us with your availability. Volunteers are needed for several positions such as: attendee/exhibitor registration, distribution of tote bags, printing name badges, delivering lunches and more. Any amount of time, whether it is one hour, a half-day or a full day, will be greatly appreciated. Training will be provided for volunteers if needed.

So, why not volunteer and be part of a team that is responsible for one of the Commonwealths' most admired and successful events. Plus, each volunteer will receive an official STAR shirt.

STAR 2004 already continues to exceed registration numbers for the last five years - STAR 2004 will be the best yet. Visit our website at www.mass.gov/star and register now for one or both days. What a great two days for gathering information and receiving FREE training, breakfast, lunch and entertainment.

Professional Services Update — Tess Francisco

The Court Reporter and Transcription contract has been fully updated and **OSD Update 00-7E** has been released. For more information, please refer to *Comm-PASS* contract number **ST9J141**.

The Foreign Language Written Translation and Oral Interpretation contract information has been updated in *Comm-PASS*. There are now 22 additional contractors serving all five areas of the Commonwealth. For more information, please refer to *Comm-PASS* contract number **ST7J511**.

For additional information, suggestions and/or comments on Professional Services contracts please contact Tess Francisco, Procurement Team Leader at 617-720-3380 or Tess.Francisco@osd.state.ma.us.



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Cities "Drive Down" Greenhouse Gas Emissions - By Marcia Deegler

On January 22, 2004, close to 100 representatives from cities and towns in Massachusetts and surrounding states met in Worcester to consider ways in which they might use their government purchasing clout to reduce greenhouse gas emissions and reduce their expenses through energy conservation. In line with this agenda, the Operational Services Division's Environmental Purchasing Program was invited to speak to the group to investigate how the use of statewide contracts may help them achieve these goals.

Coordinated by the International Council for Local Environmental Initiatives (ICLEI) as part of their Cities for Climate Protection (CCP) campaign, the conference as well as the organization itself, offers a framework for local governments to develop a strategic agenda to reduce global warming and air pollution emissions with the benefit of improving community livability. Participating governments work to conduct energy and emissions inventories, establish emission reduction targets, and adopt local action plans to obtain commitment from the top and set a course to achieve climate protection goals. Massachusetts members of the CCP include Medford, Arlington, Brookline, Amherst, Newton, Barnstable, Boston, Cambridge, Lynn, Gloucester, Salem, Somerville, Watertown, Windham, Worcester and others.

The statewide contracts of particular interest to the group include those involving energy efficient office equipment and appliances, energy efficient lighting, signs and other devices, low-emission automotive fuels and alternative/fuel efficient vehicles. In addition, most found the environmental criteria and contract language built into many of these statewide contracts to be a huge value. Such language requires the equipment and other products to meet the federal standards for energy efficiency and the vendors to provide on-site training to buyers on the power management (Energy Star) capabilities. Contract specifications for product take-back and recycling and use of recycled/remanufactured supplies also work toward achieving regulated waste reduction as well as opportunities for significant dollar savings in operations and disposal costs.

In regards to vehicles and automotive fuels, a number of cities and towns throughout Massachusetts and New England have already taken the wheel in recent years to develop policies to improve their community's fuel efficiency and maintain their fleets to minimize emissions. For example, many cities such as Boston, Brookline, Salem, Newton and Arlington are taking advantage of state contract #VEH34 to purchase hybrid vehicles for their local fleets. Others are using bio-diesel fuel for some of their truck fleets and are very interested to see that ultra-low sulfur diesel fuels are slated to be added to the statewide contract this spring.

Upcoming initiatives for greenhouse gas (GHG) reduction being considered by the members of the CCP and other communities include purchasing a percentage of their electrical load from new renewable energy sources (green power), retrofitting their school buses with filters/devices that reduce particulates, nitrogen oxides and other tailpipe emissions, and adopting municipal policies to require that new construction and renovations of town-owned buildings to meet or exceed LEED (Leadership in Energy and Environmental Design) certification standards. OSD will be looking to provide statewide contract opportunities to assist with these initiatives wherever possible.



The End of the World? - By Marge McEvitt

Well, maybe not quite *that* dramatic, but December 15, 2004, is the last date that new proposals may be submitted for **ITS07**, the IT Services Contract. And ITS07 expires on June 30, 2005. The good news is that agencies may enter into Contracts for specific engagements with duration of up to two years at any time prior to June 30, 2005. Those engagements extending beyond June 30, 2005 will continue to be governed by the terms of ITS07.

What will replace **ITS07**? The only thing we know for sure is that it won't be ITS07 with a new number. ITS07 is WAY too much work to maintain as a "rolling" contract where companies can be added at any time. One possibility is using GSA contracts (a federal procurement vehicle) as an alternative to some or all sections of ITS07. A problem with this approach is that municipalities are not permitted to use GSA, and we do not yet have a written process for state agencies to use GSA contracts either. A variation on that theme would be to treat GSA as the procurement, and add companies to a Statewide contract based on 1) current GSA status and 2) agency recommendations. Or, we could do a standard procurement but with a greatly reduced number of "slots" for contractors. Whatever we end up doing, it's not too soon to start thinking about it. Anyone interested in participating in the Procurement Management Team that will decide the fate of the planet (well, those aspects of the planet affected by Massachusetts IT contracting, anyway) should send me an eMail (marge.macevitt@osd.state.ma.us). Feel free to offer creative alternatives which will meet your needs without drowning me in proposals for years to come, even if you don't participate on the team.

Oracle - Good News!

After many meetings with ITD/OSD, Oracle has agreed to offer a 50% discount to state agencies through mid-May, 2004, regardless of the quantity of licenses purchased. Oracle's current contract expires June 30, 2004 for new licenses, although maintenance may be obtained from the contract through June 30, 2009. We expect to issue an RFR for Oracle software in the February/March timeframe. Anyone who would like to suggest changes from the current contract is welcome to eMail me, see above.

New Solicitation Notification Services

Interested in automatic email notifications when a new solicitation matching your customizable profile is posted? Go to <http://www.Comm-PASS.com> and learn about the new Solicitation Notification Services available by subscription!

E-mail *anyone* at OSD by sending it to their first name.last name @osd.state.ma.us
A listing of OSD telephone numbers can be found at www.mass.gov/osd

Recent OSD Updates

(Copies of OSD Updates are available, listed by category and numerically, on the Internet at www.mass.gov/osd)

PMT	Statewide Contract(s)	Contract Number(s)	OSD Update	Action
Energy	Unleaded Gasoline-Zones 7 & 8	EN005	02-49B	Contract Updates
Facilities	Hazardous Material & Medical Waste Collection and Disposal	ST9J213A	02-40A	Contract Extension
Hospital	Speciality Clinical/Diagnostic, Forensic & Environmental Lab Supplies	HSP17	02-02B	Contract Updates
Information Tech.	IT Hardware PCs, Peripheral & Svcs.	ITC03	99-22D	Contract Extension
Law Enforcement	Body Armor Vests	LAW03	02-22B	Contract Extension
Professional Services	Court Reporter and Transcription Svcs.	ST9J141	00-07E	Contractor Updates
Professional Services	Training & Organizational Development	PFR10	98-23J	Contract Updates
Vehicles	Aluminum Sign, Blank	FEH50	04-10	New Contract
Vehicles	Pre-Mixed Sodium & Calcium Chloride	VEH43	04-12	Contract Extension
Vehicles	Reflective Sheeting, Signs	VEH48	04-11	New Contract
Vehicles	Various Passenger and Light Duty Trucks, Gas	VEH22	04-14	Contract Extension
Vehicles	Washed Sand (Furnish & Delivery)	VEH44, VE444 & VEH45	04-15	Contract Extension

What Does the Future Hold for IT Hardware Contracts?

(Continued from Page 3)

the multi-categories of IT hardware equipment and peripherals with the exception of printers available from **OFF16**. Once awarded, **ITC16** will replace the statewide IT Hardware contracts—**ITC03**, **ITC05** and **ITC06**.

If you have any questions, feel free to contact either Marge @ 617-720-3121 or marge.macevitt@osd.state.ma.us or Gloria @ 617-720-3106 or Gloria.harris@osd.state.ma.us.

The answer to the question regarding the future of IT Hardware statewide contracts is clear—We've Got You Covered with **ITC16**!

News from Public Safety/Law Enforcement PMT

(Continued from page 2)

involved with this initiative may contact

Betty.Fernandez@osd.state.ma.us or at 617 720 3133.

The clothing PMT is working on the renewal of the Uniform Apparel, Footwear and Accessories (**CLT04**) contract which is due to expire on February 24, 2004. Upon review and approval by the PMT the contract will be renewed for an additional twelve months through February 24, 2005. The OSD Update and all other renewal information will be available on Comm-PASS (www.comm-pass.com) on or before February 24, 2004. Departments are encouraged to monitor the Comm-PASS (www.comm-pass.com) web site for the renewal information.

As always, any department interested in getting involved with any initiatives mentioned, or if you have any comments or suggestions please contact Betty Fernandez, Procurement Team Leader, 617 720 3133 or E-mail Betty.Fernandez@osd.state.ma.us.

The Office Team Continues to Lead the Charge to Stretch the Dollar

(Continued from page 2)

an attempt to understand the business rules within the Commonwealth's business rules and needs. The goal of the PMT will be to develop, release and award a new contract incorporating the current **OFF01** (Stockless Office Supply) and **OFF05** (Recycled Paper & Envelope) contracts into one contract, with two category of awards. This will offer eligible entities one contract for their consumable office needs.

Current Office Contract "Big Buy" Discounts

OFF02 - Photocopier Equipment, Supplies & Services: The **OFF02** PMT has approved the extension of the "Big Buy" cost discounts for all contractors through the current June 10, 2004 contract term. Danka, Toshiba Equipment is currently at 0% interest for 36 month leased equipment.

OFF03 - Office Furnishings: The **OFF03** PMT has also attempted to stretch the dollar similar to the **OFF02** PMT through its own "Big Buy" discounts for Office and School Furniture. The PMT is currently in the process of finalizing the contract product and discounts for all Contractors to be released with **OSD Update #01-19C**.

If your department has a large dollar or large quantity volume purchase that you may be purchasing off an office contract please do not hesitate to contact Robert Guerard at 617-720-3321 or e-mail at Robert.guerard@osd.state.ma.us to see if additional discounts can be obtained for your particular situation.

Goodbye & Hello From OSD

OSD said goodbye to Bob Arsenault, OVM Auditor who elected to participate in the Early Retirement program and is now OSDs' latest "Retiree". Congratulations Bob!! You will be missed by all at OSD.

Congratulations to Gloria Harris on her promotion to Procurement Team Leader for Information Technologies. Gloria will be responsible for managing IT Hardware and Peripherals contracts.

Welcome to Rajiv Singh and Reji Varghese who joined OSD MIS unit this Winter. Rajiv has been working as the Technical Resource on the NewMMARS project and Reji the Enhanced Comm-PASS project. Both Rajiv and Reji are a welcomed addition to the OSD family.

OSDiscussions/Winter 2004

General comments about this newsletter can be directed to:

Suzanne.Pierre@osd.state.ma.us